

1
2
3
4
5
6
7
8
9
10

**Camden Select Board
Minutes of Meeting
February 15, 2011**

11
12
13
14
15
16
17
18
19
20

PRESENT: Chairperson Karen Grove, Vice Chairperson Deborah Dodge, John French, Morgan Laidlaw, Martin Cates and Town Manager Roberta Smith.

21
22
23
24
25
26
27
28
29
30

ABSENT: Town Attorney William Kelly

31
32
33
34
35
36
37
38
39
40

Contents

41
42
43
44
45
46
47
48

Chairperson Grove called the meeting to order at 7:00 p.m.

1. **Public input on non-agenda items.**

There was no public input.

Karen Grove thanked the new owners of the Knox Mill for putting on such a wonderful dance, which was well attended and everyone was very appreciative of it.

2. **Discussion about concerns with parking for a funeral services on Friday, February 18, 2011.** John French recommended extra parking in the upper parking lot on Washington Street adjacent to the Public Safety Building during the funeral services for Chris Lowe on Friday, February 18, 2011.

3. **Approval of Minutes from February 1, 2011.** *Deb Dodge made a motion to approve the minutes of February 1, 2011. Martin Cates seconded this motion. The motion passed on a 5-0-0 vote.*

4. **Consideration of proposal from Cordjia fro Retro-Commissioning for Integrated Mechanical Electrical, and Ancillary systems at the Camden Opera House, and approval of the use of Contingency Funds in the amount of \$3,750 to cover the local share of the proposal.** In a letter to Town Manager Smith, Cordjia explained that the Town of Camden is interested in finding ways to reduce their energy consumption which would reduce the operating expenses. Cordjia would perform a review of the existing mechanical systems to identify possible upgrades or replacements for a more efficient operation. Below is a list of what Cordjia would review to identify operational opportunities that would reduce the consumption of energy:

- Outside air damper operation of all air handlers
- Heating coil control valve operation through full range of discharge temperatures
- Equipment occupied and unoccupied schedules
- Multiple thermostat set point coordination
- Air to air heat recovery unit control and operation
- Boiler outside air reset and draft control
- Heat exchanger set point and temperature control strategy
- Air handler control strategies
- Air flow balancing throughout first floor

Cordjia also explained in a letter to Roberta that they will issue a report on its findings and recommendations with building operations and systems for consideration by the Town of Camden and the report will provide information to permit the Town of Camden to establish an energy baseline and help them understand what systems require improvements to ensure energy optimization is achieved. The report will provide the Town of Camden with the following information:

- Provide a summary of mechanical/electrical/plumbing potential equipment upgrades to reduce utilization
- Provide a summary of any operational opportunities that could reduce energy utilization including cost of implementation
- Provide a recommendation for existing control improvements
- Provide an estimated energy savings analysis with Return on Investment
- Preparation and delivery of an Interim Report on Findings

Roberta explained the total cost for the Cordjia's contract would be \$7,500 and half of that would be paid by Efficiency Maine Incentive and the final cost to the Town of Camden would be \$3,750. Ms. Smith also explained that Brian Robinson, a member of the Energy Committee has volunteered his infrared camera to see where the building is losing heat. The Energy Committee recommends this project be done as soon as possible. Roberta explained she recommended funds be used from contingency funds to fund this project.

John French made a motion to approve the Professional Services Agreement with Cordjia in the amount of \$7500, and to approve the designation of \$3750 in contingency funds to cover the local share of the agreement. Martin Cates seconded this motion. The motion passed on a 5-0-0 vote.

- 5. Approval of the Efficiency Maine State Energy Program Grant Agreement for improvements to Seabright Hydroelectric Facility.** Roberta Smith explained this was a matter of signing the grant agreement. Roberta explained the Board chose the option as terms of the repairs. Ian Burns has been extremely helpful in making this work and making the grant fit. The grant is just for the \$50,000 project, although we are required by Efficiency Maine to have a local share. The Demonstration Grant with Efficiency Maine is to complete the repairs and improvements at Seabright Hydro, which has been completed and incorporated into the Agreement for signatures. Roberta explained it's a federal requirement that you can't spend the money before the grant is awarded.

John French made a motion to approve the grant agreement with Efficiency Maine Trust. Deb Dodge seconded this motion. The motion passed on a 5-0-0 vote.

- 6. Approval of the renewal application for Joshua Hixson, d/b/a 40 Paper at 40 Washington Street and Ralph B. Fisher, d/b/a Mike's Catering at the Snow Bowl.** Manager Smith reported the applications have been reviewed and approved by the Codes Officer and the Fire Department has completed a Life Safety Inspection.

Morgan Laidlaw made a motion to approve the applications of Joshua Hixson, d/b/a 40 Paper at 40 Washington Street and Ralph B. Fisher, d/b/a Mike's Catering at the Camden Snow Bowl. Martin Cates seconded this motion. The motion passed on a 5-0-0 vote.

7. **Consideration of the renewal food concession agreement with Mike's Catering (French & Brawn) for the 2010-11 winter season at the Snow Bowl.**

Deb Dodge made a motion to approve the renewal food concession agreement with Mike's Catering (French & Brawn) for the 2010-11 winter season at the Snow Bowl. Martin Cates seconded this motion. The motion passed on a 5-0-0 vote.

8. **Consideration of resignation from Rick Bates from the Budget Committee.** The Board considered the resignation of Rick Bates from the Budget Committee with regret. His term on the Budget Committee expires in 2012.

John French made a motion to accept the letter of resignation from Rick Bates with regret from the Budget Committee. Martin Cates seconded this motion. The motion passed on a 5-0-0 vote.

9. **Consideration of the Taxicab Business License renewal application for Christopher M. Merritt of Rockland d/b/a Schooner Bay Taxi.**

John French made a motion to approve the Taxicab Business License renewal application for Christopher M. Merritt of Rockland d/b/a Schooner Bay Taxi. Martin Cates seconded this motion. The motion passed on a 5-0-0 vote.

10. Committee Reports:

- a. Historic Resources: Deb Dodge explained the committee continued to talk about the potential for historic tours downtown during the summertime.
- b. Cemetery: Deb Dodge explained the committee has been working on their budget.
- c. Opera House: Deb Dodge explained the committee talked about revamping some of the fees that are charged and to find some places where they could increase some of the fees to help increase the revenue.
- d. Energy Committee: Martin Cates attended the committee meeting at which the Corjda plan was presented, which was very interesting and an excellent presentation and one that he endorses.
- e. CEDAC: Martin Cates attended a recent meeting that discussed the SWOT Analysis presentation at the Camden Public Library. Martin is waiting for recommendations to come before the Select Board for what would be the near term, mid-term and long-term plan, which would then involve into strategic planning. Martin also noted that March 14th would be a workshop meeting to discuss this and come up with recommendation to bring forward. The second portion of the meeting was a discussion regarding an agenda with Rockland Economic Development Advisory Committee which would take place on February 28th at the WSCR at 5:30pm for those that would be interested in attending.

11. Manager's Report:

Roberta explained there was information in the packet was a copy of correspondence between the Town of Camden and Department of Environmental Protection that Wastewater Superintendent Ross Parker had discussed with the Board about Capital Planning. Roberta explained she had not received a reply from the letter that was sent to DEP.

Roberta also explained she is still in the process of looking for a Development Director and she explained she currently has a couple leads and if that does not work out, then she would re-advertise for the position.

John French made a motion to adjourn as Select Board and reconvene as Wastewater Commissioners. Deb Dodge seconded this motion. The motion passed on a 5-0-0 vote.

AS WASTEWATER COMMISSIONERS

1. Approval of the quarterly Certificate of Commitment of Sewer User Rates in the amount of \$181,776.89.

John French made a motion to approve the quarterly Certificate of Commitment. Deb Dodge seconded this motion. The motion passed on a 5-0-0 vote.

2. Approval of the first year cost-sharing with the Town of Rockport of the Rawson Avenue Pump Station upgrade, as recommended by the Interlocal Sewer Administering Committee. Roberta Smith explained that Rockport uses our wastewater plant and there is an Interlocal agreement that lays out the provisions. Rockport's share is prorated on the basis of the average dry weather flow into the facility to the total average dry weather flow of all sewerage treated in the particular facility or facilities. Roberta explained we do not currently have the means to measure the total flow through the Rawson Avenue Pump Station but will when the upgrade has been completed. Roberta explained the committee recommends 11.3% because that is the average of the three driest flow months over the last 12 months within 2010. Roberta agreed to revisit it in one year to look at the flow data and make that calculation again on the percentage and Rockport is in agreement with that.

John French made a motion to approve the first year of cost-sharing with Rockport of the Rawson Avenue Pump Station upgrade. Deb Dodge seconded this motion. The motion passed on a 5-0-0 vote.

At 7:30 pm a motion was made and seconded to adjourn. The motion passed on a 5-0-0 vote.

Respectfully submitted,

Melissa A. Geary
Recording Secretary